

## Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes July 14, 2021

**Meeting Host / Secretary-Treasurer at BRA Office, Suite 302, 219 E. Paw Paw St, Paw Paw MI 49079**  
**All other attendees participated online from remote locations**

**Note for the Record**—This meeting was held online using Zoom remote meeting software as authorized in the Michigan Open Meetings Act. The source of this authorization is a declaration by the Van Buren County Board of Commissioners of a county-wide state of emergency, originally declared on 11/24/2020 and most recently extended on 01/26/2021 to its present expiration date of 12/31/2021. The meeting notice and tentative agenda, including the Zoom Meeting ID Number and login instructions, were properly and timely posted on the county's website to allow public participation. Each Board Member who attended remotely announced upon the start of the meeting or upon subsequent arrival his/her specific remote location (municipality/county/state) as required in the Act.

Board Member Attendance Report										
Name	Position	Attendance Status	Declared Remote Location			Present Anytime	Present @ Start	+ Late Arrivals	- Early Departs	Present @ End
			Municipality	County	State					
Gail Patterson-Gladney	Chair	Attended remotely	South Haven City	Van Buren	Michigan	Yes	Yes			Yes
Lisa Phillips	Vice Chair	Attended remotely	Porter Township	Van Buren	Michigan	Yes	Yes			Yes
Cynthia Compton	Member	Attended remotely	South Haven City	Van Buren	Michigan	Yes	Yes			Yes
Kate Hosier	Member	Attended remotely	South Haven City	Van Buren	Michigan	Yes	Yes			Yes
Sarah Moyer-Cale	Member	Did not attend meeting	Paw Paw Village	Van Buren	Michigan	No	No			No
Katie Strohauer	Member	Attended remotely	Kalamazoo City	Kalamazoo	Michigan	Yes	Yes			Yes
Zach Morris	Member	Attended remotely	Antwerp Township	Van Buren	Michigan	Yes	No	3:45 PM		Yes
Dr. Patrick Creagan	Member	Attended remotely	Decatur Village	Van Buren	Michigan	Yes	Yes			Yes
John Young	Member	Attended remotely	Hamilton Township	Van Buren	Michigan	Yes	Yes			Yes
					Count:	8	7	1	0	8
					Members Present:		7 of 9	8 of 9	8 of 9	8 of 9
					Quorum (Yes/No):		Yes	Yes	Yes	Yes

### 1. Call to Order and Determination of Quorum and Attendees

At 3:34 PM, by Chair Gail Patterson-Gladney with attendees/absentees/remote locations/quorum status as stated above and as follows:

- a. **Board Members Present (8); Board Members Absent (1); Board Vacancies: (0).** A quorum (7 of 9) is initially present and a quorum remained throughout the meeting
- b. **Staff and Others Present:** Secretary-Treasurer Wayne Nelson; Consultant Erik Peterson from Envirologic Technologies Inc.; Mike Gurnee from EGLE; Lawton Village Manager Lisa Imus.

### 2. Approval of Agenda--The prepared agenda was approved by unanimous consent.

### 3. Approval of Minutes of Regular Meeting held June 9, 2021--The minutes of the Regular Meeting held June 9, 2021, were approved by unanimous consent.

### 4. Public Comment—None

### 5. Secretary-Treasurer's Report--Nelson presented a written report with oral enhancements and action item as follows:

#### a. Invoices for Approval--The following invoice was presented for approval:

Amount	Vendor	Invoice #	Invoice Date	Reason
	<b>EPA Grant Invoices:</b>			
\$ 5,550.00	Envirologic Technologies Inc	07839	2021-07-12	1-5 W Main; HazMat Survey
-	Envirologic Technologies Inc			
<b>\$ 5,550.00</b>	<b>Envirologic Sub-Total</b>			
-				
<b>\$ 5,550.00</b>	<b>Total of EPA Grant Invoices</b>			
-				
<b>\$ 5,550.00</b>	<b>Total of All Invoices</b>			

Motion by Compton, supported by Phillips, to approve the above invoice totaling \$5,550.00 for payment. Approved by a vote of 7-0.

### 6. Other Correspondence—None

**Member Arrival**—Zack Morris arrived at 3:45 PM and declared his remote location. The quorum is now 8 of 9.

**7. New Business—**

- a. **New Application for 119 N Main St, Lawton**—Eric Peterson and Lawton Village Manager Lisa Imus presented an application for EPA Grant assistance for the site at 119 N Main Street in the Village of Lawton that is on EGLE's registry of Underground Storage Tank (UST) sites and appears to be eligible for the use of Petroleum Assessment Grant funds. The site would be acquired by the Village by gift and would be developed as a covered pavilion with parking community zone common area and be used for the Village's farmers market. Peterson presented Work Order #41 for up to \$7,000 for EPA Eligibility, Phase I ESA and BEA. Because of the proposed public ownership and use, BRA policy provides for the waiver of an application fee. Motion by Phillips, supported by Hosier, to approve the project application, to waive an application fee due to public ownership and use, and to approved Work Order #41 for up to \$7,000 from the EPA Petroleum Assessment Grant. Approved by a vote of 8-0.
- b. **New Pending Application**—Erik Peterson announced that he today received an application for assistance at a site in the Hartford area that will be reviewed and presented at the August meeting.

**8. Ongoing Business—EPA Grant/Brownfield Plan Project Updates**—Consultant Erik Peterson made comments on EPA Grant and Brownfield Plan projects as follows:

- a. **05585 Blue Star Hwy**—Plan activities are being prepared.
- b. **10336 Blue Star Hwy**— Plan activities are being prepared.
- c. **Sherman Hills**—Plan costs are being identified.
- d. **413 Delaware St**—Owner interest and tax issues remain to be resolved.
- e. **23944 Red Arrow Hwy**— No progress on PB development.
- f. **67902 Red Arrow Hwy**—Peterson is working with Hartford Township officials to develop a long-term taxable value projection would adequately support a BP. No progress since last month.
- g. **99 Walker Street in Lawton**—With Lawton Village Manager Lisa Imus in attendance, the matters of a BP and the Village's desire to form its own BRA were discussed.
- h. **1-5 Main Street, Hartford**—Phase I and the Hazardous Materials Survey work have been completed, and the VBCBBA is considering its next moves.
- i. **101 Cemetery Rd in Bangor**—Neither a Development Agreement nor the required application fee have been received, so the project is at a standstill.

**9. Other Business/Reports**

- a. **Land Bank Report**—Compton and Morris reported that the VBCBBA is reviewing the structural and hazardous materials issues at 5 Main Street in Hartford and is reviewing potential acquisitions from the August 2021 auction of foreclosed delinquent tax parcels.
- b. **Economic Development Corporation and Other ED Report**—Morris reported on the following:
  - i. There will likely be a major announcement of a business expansion in the county in the next month or so.
  - ii. Market Van Buren is undertaking business interruption planning with local businesses.
  - iii. Market Van Buren held a successful business recognition event earlier in the month.

**10. General Member Comments**—Chair Patterson-Gladney noted that the VBCBOC yesterday personally presented a resolution of appreciation to Jan Petersen whose term as a BRA Board Member expired on June 1, having been an original BRA Board Member since 2006.

**11. Adjournment**—Motion by Morris, supported by Hosier, to adjourn, Approved by a vote of 8-0.  
All business being completed, the meeting was adjourned by the Chair at 4:32 PM.



Wayne Nelson, Secretary-Treasurer  
Van Buren County Brownfield Redevelopment Authority

Acronyms used in BRA Minutes:

<b>Acronym</b>	<b>Type</b>	<b>Meaning</b>
BRA or VBCBRA	Agency	Van Buren County Brownfield Redevelopment Authority
EPA	Agency	U. S. Environmental Protection Agency
EGLE	Agency	Michigan Department of the Environment, Great Lakes, and Energy
MEDC	Agency	Michigan Economic Development Corporation
SLBA	Agency	Michigan State Land Bank Authority
VBCLBA or LBA	Agency	Van Buren County Land Bank Authority
VBC	Agency	Van Buren County
VBCBOC or BOC	Agency	Van Buren County Board of Commissioners
VBCEDC or EDC	Agency	Van Buren County Economic Development Corporation
BEA	Environmental Term	Baseline Environmental Assessment
DDCC	Environmental Term	Documentation of Due Care Compliance
ESA	Environmental Term	Environmental Site Assessment (as in Phase II ESA)
QAPP	Environmental Term	Quality Assurance Project Plan
ETI	Company	Envirologic Technologies Inc, the EPA Grant contractor
BP	Brownfield Term	Brownfield Plan
LBRF	Brownfield Term	Local Brownfield Revolving Fund
ED	General Term	Economic development
SEV	Property Tax Term	State Equalized Value-should approximate 50% market value
TV	Property Tax Term	Taxable Value-the value for property tax rate billing